

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION  
MINUTES OF THE MEETING**

**DATE:** July 11, 2011

**TIME:** 4:30 p.m.

**PLACE:** Battell Center Community Room

**PRESENT:** Reg Wagle, John Coppens, Carolyn Teeter, Bob Shriner, Ellen West and Mike Bergin

**ALSO PRESENT:** Tom Klaer, Carmen Maes, Rick Springer, George Fowler, Rick Frye, Joe VanNevel, Michelle Wotring, and Robert C. Beutter, Esq.

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Board President, Mr. Wagle, called the regularly scheduled meeting to order at 4:34 p.m. The Pledge of Allegiance was recited. Mr. Wagle called for approval of the minutes for the June 13 regularly scheduled meeting. Mrs. Teeter moved to approve the minutes as presented, and Mr. Coppens seconded the motion. The motion carried unanimously.

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**OLD BUSINESS:**

None at this time.

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**NEW BUSINESS:**

Ken Prince, City Planner for the City of Mishawaka, gave a Power-Point presentation to the Board about upcoming projects that would affect Central Park. Main focus revolved around the Center for Hospice's plans to redevelop an area south and east of the park. The redevelopment of that area could create a shared parking arrangement between the park and Center for Hospice. The development in the vicinity also includes expanding the Mishawaka Riverwalk south and east along the river toward Cedar St. and the current Edgewater Floral property. The development of the Center for Hospice area would be phased, starting next year. Mr. Prince asked for feedback from the Board on the concept presented. Mr. Wagle indicated that the Board would be happy to review the next step in the project.

Mr. Prince updated the Board on the progress of the Mary Gibbard Master Plan and requested setting the next Neighborhood Meeting. The meeting has been scheduled, including Council, for August 29<sup>th</sup> at 6:30 pm. Mr. Prince indicated that we would be moving forward with the next step and using some of the \$200,000.00 appropriated by Council for the redevelopment of Mary Gibbard Park.

Mr. Prince advised that a message board would be installed at Prickett Dog Park for use by users of the park for such things as "lost dog" posters and information. He indicated that Mr. Tim Ryan of Central Services would oversee the installation and volunteered to maintain and handle upkeep of same.

An additional item presented by Mr. Prince for discussion and subsequent approval by the Board included adopting a new Park Rule concerning "no fishing or loitering" signage around and near bridges/tunnels along the Mishawaka Riverwalk. Those bridges and/or tunnels affected include the Central Park Riverwalk Bridge, the race bridge and head gates by the police station, the race bridges at Beutter Park, the pedestrian bridge from Battell Park to Beutter Park, the bridges to Kamm Island, the cantilever (outlook node) at Lincoln Park near Waste Water, and the Merrifield/Crawford Park connection tunnel. Mrs Teeter moved to approve the new park rule concerning no fishing/loitering near bridges or connection points and Mr. Bergin seconded it. The motion carried unanimously. Mr. Prince will furnish specific language to present for the Municipal Code/Park Ordinance.

With respect to the Riverwalk, Mr. Prince also discussed the installation of strategically placed trash receptacles along the Riverwalk. As Northwest Tiff funds are available for purchasing and installation of the receptacles, the Board agreed that Mr. Prince should continue with the next step on that project.

Mr. Prince then gave a summary on the project planning for Park related issues, including deck repairs,

placing the City Seal on the high dive platform, renovations to Battell Park restrooms, improvements to Prickett Marina parking, improvements to Rose Park restroom facilities, and grading of Rose Park restrooms for ADA compliance.

Mrs. Wotring requested approval for payment of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
1100209	\$773.90
1100213	\$1,230.00
1100217	\$69,559.40
1100220	\$2,010.50
1100224	\$348.00
1100229	\$587.00
1100233	\$686.00
1100236	\$76,667.40
1100238	\$400.03

Mr. Coppens moved to approve the claims as presented on the above dockets. Mrs. Teeter seconded the motion. The motion carried unanimously.

Mr. Klaer presented the donations for Battell Center for the month of June. Donations totaled \$1,532.75. Mrs. Teeter moved to approve the donations as presented and Mr. Shriner seconded it. The motion carried unanimously.

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#### **MONTHLY REPORTS:**

Mr. Klaer provided a summary of activities, including assisting with course layout for the Rob Melton Memorial Foundation 5K Run coming up, installing benches at Twin Branch made by an Eagle Scout prior to his departure to college, and ordering a program sensor for Merrifield (Crawford) splash pad that went bad. Mr. Klaer also provided figures for Battell Center for the month of June, noting that total revenue for June was \$5,618.17 and attendance 3,075.

Ms. Maes indicated that June consisted of *Let's Move Mishawaka* scheduling, a car show at Wilson Hill, continued camp registrations (numbers increased to 14/week), concerts in the parks (which are going wonderfully), and meetings for Kamm Fest preparation with MBA.

Mr. Frye read the report for the Golf Course Pro Shop division. He praised Mr. Fowler's ability to keep the course in great shape despite the fact that the course had been under water twice. In addition to the report, Mr. Frye indicated that the City Metro tournament attendance was up and that the Benny Leonard Memorial Outing was set for October 8<sup>th</sup>.

Mr. Fowler discussed the Maintenance Divisions activities at the golf course, noting the course had received up to 5" of rain in June. Of particular note in Mr. Fowler's report, he advised that the irrigation system radio frequency would have to be upgraded from broadband to narrow. Approximate cost would be \$19,000.00. The frequency upgrade deadline is 2013 to avoid penalties for broadcasting on in appropriate band widths.

Mr. VanNevel gave the Board the June report for Merrifield Complex. He indicated that the first five days of the season each had a higher revenue total than the best day of 2010. "It's going like gangbusters", Mr. VanNevel stated. In addition to keeping up with the busy pool season, Mr. VanNevel assisted/spearheaded the Summerfest 5K and Triathlon.

Mr. Springer gave a brief summary of his two page report of activities, narrowing it down to planting, weeding, trimming trees/shrubs, fertilizing and working with volunteers on service projects.

Mr. Wagle then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Coppens seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:51 p.m.

Submitted for Approval to the Board

Michelle L. Wotring,  
Office Manager, Parks & Recreation

Approved: \_\_\_\_\_  
Carolyn Teeter, Board Secretary